



FSA Partnering Process

In an attempt to provide the best knowledge capital and resources available at FSA and to ensure the use of best resources, the Solution Life Cycle (SLC) Deployment effort partnered with FSA Career Zone to offer the SLC Overview Course.

The SLC Overview course was chosen for this partnering effort as it was designed to reach a wide audience and raise awareness and understanding of the SLC as a tool for acquisition management within FSA.

The Process for Partnering included the following:

1. Introduction and Planning
 - The SLC Deployment team meet with FSA U and Career Zone representatives to discuss plans for the SLC Overview Course, the course goals and the desired outcomes
 - FSA University agreed to help with the development of course materials with the SLC team providing the content knowledge
 - FSA Career Zone agreed that the SLC Overview course was appropriate subject matter for a Career Zone course and agreed to logistical and marketing support
2. Submission of FSA Career Zone Application Form
 - Form was completed, submitted and the SLC Overview was approved as a Career Zone course
3. Selection of Course Type
 - FSA Career Zone offers many types of courses, including the Career Zone Technical Series (CZ Tech) and Skill Exchanges. It was determined that the SLC Overview course would begin as a skill exchange in order to offer multiple “quick hit” opportunities for the course and after initial classes the SLC Overview course would become a regular part of the FSA CZ Tech Series
4. Completion of Course Material
 - The SLC Deployment Team completed course materials and submitted to FSA University who enhanced the “look and feel” of the overview presentation. After multiple revisions, the final material was sent to SFA Career Zone for approval



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5. Arrangement of Course Logistics
 - FSA Career Zone will provide all logistics for the SLC Overview course, including course dates, rooms, supplies, course sign-up, invitations, and reminders

6. Development and Distribution of Marketing Materials
 - FSA Career Zone will develop and distribute marketing materials, including posters and invitations, for the SLC Overview course. They require at least two weeks advanced notice in order to develop marketing materials

7. Evaluations and Tracking of Course Attendance/Satisfaction ratings
 - FSA Career Zone will provide course evaluation sheets for the SLC Overview courses in order to monitor and track attendance and overall course satisfaction. The SLC Deployment team will have the opportunity to add additional questions to the standard evaluation form and receive copies of all evaluations for their own monitoring and tracking purposes